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58-3541

MS-1840

11 SEP 1958

MEMORANDUM FOR: Acting Deputy Director (Support)

SUBJECT: Changes in Office of Communications
Table of Organization

25X1A6a

1. This memorandum contains a recommendation in Paragraph 4 for your approval.

2. As a result of the Office of Communications annual personnel review, the Chief, Administrative Staff, O/C (Tab A) has submitted a proposal for changes in the T/O to meet shifts in workload. No increase in funds or ceiling is required and no organizational or functional changes are requested.

25X1A6a

3. The Director of Personnel (Tab B) has reviewed and approved the position titles and grades with exceptions as listed. The Chief, Budget Division, (Tab C) concurs in the proposal.

4. It is recommended that the proposed T/O changes for O/C be approved as proposed in Tab A, subject to the exceptions stated in Tab B.

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25X1A9a

Chief, Management Staff

Attachments:

- Tab A - Proposal
- Tab B - D/Pers. comments
- Tab C - Bud. Div. comments

38	14 MAY 1958	029 725
38	38	OC
5	1	NEW CLASS
22	2011	ACHT: DD 19-2

The recommendation in Paragraph 4 above is approved.

Date SEP 15 1958

26B 18 1 22 PM '58
(signed) H. Gates Lloyd

COMBIBOTED H. GATES LLOYD
Acting Deputy Director (Support)

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